

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
E-Mail: BC_County_Board@co.brown.wi.us
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

**Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public
that the following meetings will be held**

**THE WEEK OF
April 25 – 29, 2016**

MONDAY, APRIL 25, 2016

- | | | |
|----------|---|---|
| *5:00 pm | Land Conservation Subcommittee – <i>Note Time & Location</i> | Public Works Department
2198 Glendale Avenue, Howard |
| *5:15 pm | Planning, Development & Transportation Cmte - <i>Note Time & Location</i> | Public Works Department
2198 Glendale Avenue, Howard |

TUESDAY, APRIL 26, 2016
(No Meetings)

WEDNESDAY, APRIL 27, 2016

- | | | |
|----------|---|---|
| *3:30 pm | Green Bay/Brown Cty. Professional Football Stadium District | MVP Box 4013, Lambeau Field
1265 Lombardi Avenue |
| *5:30 pm | Human Services Committee | Room 200, Northern Building
305 E. Walnut Street |

THURSDAY, APRIL 28, 2016

- | | | |
|----------|--------------------------|---|
| *5:30 pm | Administration Committee | Room 200, Northern Building
305 E. Walnut Street |
|----------|--------------------------|---|

FRIDAY, APRIL 29, 2016
(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

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LAND CONSERVATION SUBCOMMITTEE

LAND CONSERVATION SUBCOMMITTEE

Monday, April 25, 2016 @ 5:00 pm

Annual Town Advisory Meeting to Follow PD&T

Brown County Public Works Department

2198 Glendale Avenue – Howard, WI

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA**

****NOTE TIME AND LOCATION****

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Election of Chair.
- IV. Election of Vice Chair.
- V. Set date and time for regular meetings.
- VI. Approve/Modify Minutes of March 28, 2016.

Comments from the Public

1. Open Positions Report.
2. Budget Status Report for March 2016.
3. Discussion and approval to publish Community Digester RFP.
4. Director's Report:
 - a. Land and Water Plan Update
 - b. WDNR Fisheries Award-Pike Restoration

Other

5. Such Other Matters as Authorized by Law.
6. Adjourn.

Norb Dantine, Jr., Chair

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PLAN, DEV. & TRANS. COMMITTEE

Norbert Dantine, Bernie Erickson,
Dave Kaster, Dave Landwehr, Tom Sieber

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Monday, April 25, 2016

**Approx. 5:15 p.m. (or to follow Land Con)
Annual Town Advisory Meeting to Follow PD&T
Brown County Public Works Department
2198 Glendale Avenue – Howard, WI**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA**

****NOTE TIME AND LOCATION****

- I. Call Meeting to Order.
 - II. Approve/Modify Agenda.
 - III. Election of Chair.
 - IV. Election of Vice Chair.
 - V. Set date and time for regular meetings.
 - VI. Approve/Modify Minutes of March 28, 2016.
1. Review minutes of:
 - a. Planning Commission Board of Directors (February 3, 2016).

Comments from the Public

Communications

2. Communication from Supervisor Van Dyck re: Request that the Highway Department install "No Engine Braking" signs on Hwy G in the vicinity of the intersection with Scray Hill Road. *Referred from April County Board.*
3. Communication from Supervisor Erickson re: That staff look at including the purchase of a drone in 2017 budget to be collectively used by Planning, Public Works, Airport, Zoning, Parks, NEW Zoo and any other county departments that may have a need for these types of video or pictures. *Referred from April County Board.*
4. Communication from Supervisor Erickson re: Look into the possible purchase of the property located on the Fox River at Broadway and West Mason Street to be used as port expansion that adds to the economy of Greater Green Bay and Brown County. *Referred from April County Board.*
5. Communication from Supervisor Dantine re: To have the Airport start a dialog with the Green Bay Packers to bring visiting teams through Austin Straubel and stay at the new Kohler hotel during Packer season.

Airport

6. Budget Status Financial Report for March 2016.

7. Director's Report.

Planning and Land Services

Land Information – No agenda items.

Register of Deeds

8. Budget Status Financial Report for March 2016.
9. Register of Deeds 2015 Annual Report.

Planning Commission

10. Planning Commission Budget Status Financial Reports for January, February & March 2016 (unaudited).
11. Budget Adjustment Request (16-28): Any increase in expenses with an offsetting increase in revenue.
12. Update regarding development of the Brown County Farm property – standing item.
13. **Property Listing** - Budget Status Financial Reports for January, February & March 2016 (unaudited).
14. **Zoning** - Budget Status Financial Reports for January, February & March 2016 (unaudited).

UW-Extension

15. Budget Status Financial Report for March 2016.
16. Budget Adjustment Request (16-30): Any increase in expenses with an offsetting increase in revenue – Grant funds to implement an afterschool financial literacy program.
17. Budget Adjustment Request (16-31): Any increase in expenses with an offsetting increase in revenue – Funds from UW-Ext (State) to plan and implement a community garden for Somali population.
18. Budget Adjustment Request (16-32): Any increase in expenses with an offsetting increase in revenue – Funds from BC Dairy Promotions to offer foodie camp for youth.
19. Director's Report.

Port & Resource Recovery

20. Port Budget Status Financial Report for March, 2016.
21. Resource Recovery Budget Status Financial Report for March, 2016.
22. Director's Report.

Public Works

23. Summary of Operations.
24. Director's Report.

Resolutions

25. Resolution authorizing conveyance of certain excess county highway property on CTH G/George Street from Broadway Street to Wisconsin Street in the City of De Pere.
26. Initial Resolution Authorizing the Issuance of Not to Exceed \$7,135,000 General Obligation Corporate Purpose Bonds of Brown County, Wisconsin in one or more series at one or more times.

Other

27. Audit of bills.
28. Such other matters as authorized by law.
29. Adjourn.

Bernie Erickson, Chair

Attachments Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**GREEN BAY/BROWN COUNTY
PROFESSIONAL FOOTBALL STADIUM DISTRICT
AGENDA**

WEDNESDAY, APRIL 27, 2016

3:30 P.M.

1265 LOMBARDI AVENUE
FOURTH LEVEL –MVP BOX 4013

1. Call the Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve/Modify Agenda
5. Request for Approval of the Minutes – March 9, 2016
6. Greater Green Bay Convention and Visitors Bureau Funding Request
 - WAMO State Dart Tournament
7. At the option of the Board, convene into closed session pursuant to Section 19.85(1)(e) of the Wisconsin Statutes for purposes of deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to-wit; negotiation strategy regarding possible support of the above events through the District Special Events and Economic Development Fund.
8. Return to Open Session
9. Consideration of Action, If Any, Regarding Closed Session Discussion
10. Communications:
 - A. March 25, 2016 Letter from NEW Zoological Society Inc.
 - B. Picture of Donor Board for Neville Public Museum Exhibit Opening
 - C. April 9, 2016 Green Bay Press Gazette Article “Titletown District Vision Starts to Become Reality”
 - D. April 19, 2016 WBAY.com Article “Green Bay Moves Forward With Plans For Uptown District”
 - E. Late Communications (if any)
11. February and March 2016 Financial Reports
12. Director’s Report
13. Other Matters Authorized by Law
14. Motion to Adjourn

Any person wishing to attend who, because of a disability, requires special accommodations should contact Diane Roskom at (920) 965-6997 so arrangements can be made.

DIRECTOR'S REPORT
APRIL 27, 2016

- **SALES TAX UPDATE**
 - **Email from Nathan Ristow, Wisconsin Department of Revenue**
- **SPECIAL REVENUE FUND**
 - **Fund Statement**
 - **8257 Fund Escrow Investments**
- **CAPITAL PROJECTS FUND**
 - **District User Fee Fund Statement**
 - **Summary of Meeting Discussion Items – 3/10/16 Construction Tour**
- **SPECIAL EVENTS & ECONOMIC DEVELOPMENT FUND UPDATE**
 - **Detail of Special Events and Economic Development Funds**
 - **Possible Release of Funds for Completed Capital Grants**
 - **Future Special Events**
 - **Update on Previously Approved Fund Requests:**
 - * **Children's Museum**
 - **April 10, 2016 Green Bay Press Gazette Article "Women's Bowling Tournaments Coming to Green Bay"**
 - **Resch Center Scoreboard & Video Production System – Sources and Uses of Funds**
 - **Post Event Update – WIAA Girls State Basketball Championships**
- **MAINTENANCE MONITORING**
 - **First Quarter 2016 Maintenance Report**
- **MBE/WBE UPDATE**
 - **NWTC 2016 First Quarter Report**
- **BRICK/TILE SALE**
 - **Current Sales**
- **FUTURE MEETING DATES - 2016**
- **OTHER MATTERS**

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HUMAN SERVICES COMMITTEE

HUMAN SERVICES COMMITTEE

Wednesday, April 27, 2016

5:30 p.m.

Room 200, Northern Building
305 E. Walnut Street, Green Bay

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM LISTED ON THE AGENDA

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Election of Chair.
- IV. Election of Vice Chair.
- V. Set date and time for regular meetings.
- VI. Approve/Modify Minutes of March 23, 2016.

Comments from the Public

1. **Review Minutes of:**
 - a. Aging & Disability Resource Center of Brown County Executive & Finance and Nominating & Human Resources Meeting (November 11, 2015).
 - b. Children with Disabilities Education Board (April 12, 2016).
 - c. Criminal Justice Coordinating Board (January 21, 2016).
 - d. Human Services Board (April 14, 2016).
 - e. Ad Hoc Mental Health Treatment Committee (February 19, 2016).
 - f. Veterans' Recognition Subcommittee (March 15, 2016).

Communications

2. Communication from Supervisor Sieber re: To examine scheduling issues at Community Treatment Center. *Referred from April County Board.*

Reports

- a. Teen Parent Program Quarterly Outcome Report, Catholic Charities – Informational.

Human Services Department

3. Executive Director's Report.
4. Financial Report for Community Treatment Center and Community Programs.
5. Statistical Reports.
 - a. CTC Staff – Double Shifts Worked.
 - b. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
 - c. Monthly Inpatient Data – Bellin Psychiatric Center.
 - d. Child Protection – Child Abuse/Neglect Report.
 - e. Monthly Contract Update.
6. Request for New Non-Continuous Vendor.
7. Request for New Vendor Contract.

Aging & Disability Resource Center, Health Department and Syble Hopp – No agenda items.

Other

8. Audit of bills.
9. Such other Matters as Authorized by Law.
10. Adjourn.

Patrick Evans, Chair

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ADMINISTRATION COMMITTEE

ADMINISTRATION COMMITTEE

Thursday, April 28, 2016

5:30 p.m.

Room 200, Northern Building

305 E. Walnut Street

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM LISTED ON THE AGENDA

****Please Note - Several items were scheduled to go before the March Admin Committee meeting; however, the meeting was cancelled due to a snowstorm.***

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Election of Chair.
- IV. Election of Vice Chair.
- V. Set date and time for regular meetings.
- VI. Approve/Modify Minutes of February 25, 2016.

1. Review minutes of:
 - a. Housing Authority (February 15, 2016).

Comments from the Public

Communications

2. Communication from Supervisor De Wane re: Request to create an elections technology fund to ensure funds are available as needed. Funds would be transferred at year-end excess revenue in County Clerk's budget. *Referred from April County Board.*
3. **County Clerk** – Budget Status Financial Report for December 2015, February and March 2016.

Treasurer

4. Budget Status Financial Report for the period January to December 2015 (2015 Complete)
5. Discussion – Treasurer's Office Equipment Upgrades:
 - a. Currency Discriminator purchase.
 - b. Panini Image Deposit Direct check scanners – JP Morgan Chase supported.
 - c. New Workstations from TS (scheduled upgrade this year).

Technology Services:

6. Budget Status Financial Report for March 2016.
7. Technology Services, Monthly Reports for March and April 2016.

Corporation Counsel:

8. Monthly Reports for February and March 2016.

Child Support

9. Budget Status Financial Report for December 2015 and March 2016.
10. Departmental Openings Summary.
11. SPSK First Quarter Happenings overview.
12. Director's Reports for March and April 2016.

Human Resources:

13. Budget Status Financial Report for December 2015 and March 2016.
14. Departmental Openings Summary.
15. Activity Reports for February and March 2016.
16. Human Resources Reports for March and April 2016.

Department of Administration:

17. Budget Status Financial Report for December 2015 and February 2016.
18. Departmental Opening Summary.
19. Budget Adjustment Log.
20. Director's Reports for March and April 2016.

Resolutions

21. Resolution Authorizing Payment for Green Bay City Council Chambers Chairs.
22. 2015 Balanced Budget Adjustment.
23. Initial Resolution Authorizing the Issuance of Not to Exceed \$7,135,000 General Obligation Corporate Purpose Bonds of Brown County, Wisconsin in one or more series at one or more times.

Other



24. Audit of bills.
25. Such other matters as authorized by law.
26. Adjourn.

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APRIL 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5 	6 Public Safety 11am NOTE: Ed & Rec @ SW Branch Library 5:30 pm	7 CJCB 8:00am	8	9
10	11 Executive Cmte 5:30 pm	12	13	14	15 Mental Health Ad Hoc 12:00 pm	16
17	18	19 Spec PD&T 9am Board of Supervisors Organizational Mtg 9:30 am Veterans Recognition Subcmte 4:30 pm	20	21	22 	23
24	25 Land Con 5 pm PD&T 5:15 pm (Towns Meeting To Follow)	26	27 Human Svc 5:30 pm	28 Admin 5:30 pm	29	30

BROWN COUNTY COMMITTEE MINUTES

- Children With Disabilities Education Board (April 12, 2016)
- Human Services Board (April 14, 2016)
- NWTC Board of Trustees (March 16, 2016)
- Neville Public Museum Governing Board (April 11, 2016)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, April 12, 2016

Board Members Present: B. Clancy, J. Mitchell, B. Osgood

Board Members Excused: S. King

Also Present: B. Natelle, A. Nizzia, C. Maricque, J Driessen

1. Call to order – 4:00 p.m. – B. Clancy.
2. Action Item: Approval of Board Minutes: J. Mitchell moved to approve the minutes of the February 24, 2016 Board meeting. B. Osgood seconded the motion. Motion carried.
3. Action Item: Approval of Agenda: J. Mitchell moved to approve the agenda as presented. B. Osgood seconded the motion. Motion carried.
4. Action Item: Donations:
Dr. & Mrs. Collins - \$100 for pool toys
Julie Taylor – Prizes for the High Five Store
Badgerland Printing – donated the paper and printing costs of the Dedication program.
Nell & Associates - \$250 for the SHS Vocational Work Program
Barb Louis – Countless hours of drawing and painting in the SCY
Paula Bavinck – Countless hours of drawing and painting in the SCY
Patty & Megan Steinhofer – Donated frosting and their time/talent personalizing eggs
Independent Printing – Printed 250 graduation program covers
Bill Clancy - \$153 for singing at St. Bernards on St. Patricks Day
Bob Fruzen – Ice for the Woodworkers Workshop Food Sale
Terrie Cherney – Supplies for the Woodworkers Workshop Food Sale
Melissa Laatsch – Soda for the Woodworkers Workshop Food Sale
Trixie Sobieck – Water for the Woodworkers Workshop Food Sale
Jodi Meyer – Supplies for the Woodworkers Workshop Food Sale
George Cherney – 40# of hamburgers for the Woodworkers Workshop Food Sale
Jim Lonick, Thrivent Financial - \$250 for the Woodworkers Workshop Food Sale
Paul Laus, Paper Converting – Popcorn for the Woodworkers Workshop Food Sale
Arise Health Plan - \$274.00 Hopp Needs. Proceeds from Casual Day

J Mitchell moved to approve and accept these gracious donations. B.Osgood seconded the motion. Motion carried.
5. Action Item: Financial Report: The Financial Report for the month of February 2016 was presented to the Board. B. Osgood moved to accept and place on file the financial reports ending February 2016. J. Mitchell seconded the motion. Motion carried.
6. Action Item: Administrators Report:
 - a. A. Nizzia reported that students will be going to Lions Camp the week of May 23-27. There are changes to camp this year that are based on staff evaluations over the past few years. To keep students safe and healthy at camp, students will not all be going for the entire week. The older high school age students will attend Monday to Friday, five classes will go Tuesday to Friday and five classes from Wednesday to Friday. There will be camp activities at school that week also.
 - b. The Syble Hopp Graduation ceremony will be held on Thursday, May 12th at the Swan Club in De Pere. There are thirteen students graduating this year.

PROCEEDINGS OF BROWN COUNTY CDEB MEETING APRIL 12, 2016:

7. Action Item: 2016-2017 School Calendar: J. Mitchell moved to set the school calendar as presented. The first student day for the 2016-2017 school year will be Thursday, September 1, 2016. B. Osgood seconded the motion. Motion carried.
8. Action Item: Parent Organization: None.
9. Action Item: Request for one year leave: Ms. Holly Peters requested to extend her leave into the 2016-2017 to care for her new born baby twin girls. B. Osgood moved to approve the leave for the 2016-2017 school year. J. Mitchell seconded the motion. Motion carried.
10. Action Item: Payment of Bills: J. Mitchell moved to pay the bills totaling for the month ending February, 2016. B. Osgood seconded the motion. Motion carried.
11. Action Item: Replacement Staff: A Nizzia presented Ashley Smith for a Teaching Position for the 2016-2017 school year. Ms Smith is a December graduate from Silverlake College and is fully certified in Special Education ID. She will replace the opening in the High School due to movement among staff and the one year leave of absence.

J. Driessen presented Sarah Hirt who is a recent graduate. Sarah will replace a temporary staff member in Denmark who is currently holding the position.

J. Driessen presented Stephanie Walker who is a recent graduate and most currently is employed as an aide in DePere. Stephanie replaces a temporary staff member who is currently holding the position.
12. Adjournment to Executive Session: Action Item: Executive Session: The Board will move to Executive session as allowed by WI Stats 19.851)(f)(e) to discuss personnel and staff issues. B. Osgood moved to executive session as allowed by WI Stats 19.851(f)(i) to discuss teacher evaluation and staff requests at 4:24pm. J. Mitchell seconded the motion. Motion carried.
13. Action Item: 2016/2017 Preliminary Budget/expenditures/set levy. B. Osgood moved to approve the budget and set the levy with a designation of specified dollars to come from the Fund Balance. J. Mitchell seconded the budget. Motion carried.
14. Action Item: Staff Request: None.
15. Adjournment: B. Osgood moved to adjourn the meeting at 4:46 p.m. J. Mitchell seconded the motion. Motion carried.

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, April 14, 2016 in in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

Present: Chairman Tom Lund
Paula Laundrie, Susan Hyland, Carole Andrews, JoAnn Grascberger, Craig Huxford

Excused: Bill Clancy

Also

Present: Erik Pritzl, Executive Director
Luke Schubert, Hospital & Nursing Home Administrator
Eric Johnson, Finance Manager
Meghann Reetz-Norton, Nutritional Services Manager

1. Call Meeting to Order:

The meeting was called to order by Chairman Lund at 5:17 pm.

2. Approve/Modify Agenda:

GRASCHBERGER/ANDREWS moved to approve the agenda.
The motion was passed unanimously.

3. Approve Minutes of February 11, 2016 Human Services Board Meeting:

LAUNDRIE/HYLAND moved to approve the minutes dated February 11, 2016.
The motion was passed unanimously.

4. Executive Director's Report:

Executive Director Pritzl had submitted his report with the agenda. He went over some of the key items. Pritzl stated that detox services has been receiving the most interest and attention since we haven't been providing those services for almost four years. We are working on protocols with law enforcement and Corp Counsel.

Pritzl announced that we have received the United Way grant to support the Community Response position for an additional year. This person reaches out to families who have been screened out for child abuse & neglect to provide some support. It is voluntary for families to accept our person coming into their home but the overwhelming majority are not coming back to child protection so the program has been very successful.

HUXFORD/ANDREWS moved to receive and place on file.
Motion was carried unanimously.

5. Presentation re: CTC Food and Nutrition Services:

Nutritional Services Manager Meghann Reetz-Norton gave a Power Point presentation to the board (attached).

Q: Citizen Board Member Hyland asked if we recycle the menu.

A: Reetz-Norton stated that we operate on a 4 week cycle menu and we do change the menus with the seasons. We also put on different food items to correlate with national food days. It is hard to get a lot of local food items because we have to confirm no contamination of products per regulations.

HYLAND/GRASCHBERGER moved to receive and place on file.
Motion was carried unanimously.

6. Administrator Report (CTC):

The NPC monthly report was submitted with the board packet agenda. CTC Administrator Schubert highlighted parts of his report. We are currently looking at contracting out more of our lab services. We are utilizing Bellin more and will analyze the effects of that after 6 weeks to decide how to proceed.

ANDREWS/LAUNDRIE moved to receive and place on file.

Motion was carried unanimously.

7. Financial Report:

Financial Manager Eric Johnson handed out budget sheets to go with his financial report (attached). We are looking close to budget year to date for both Community Programs and the Community Treatment Center.

In regards to 2015, Executive Director Pritzl wanted the board to be aware that we did budget for a deficit due to the Family Care transition. We had more of a deficit than anticipated. Johnson stated we have a better method for projecting which we will use this year.

Q: Citizen Board Member Laundrie asked how the county board felt about this information (regarding our deficit).

A: Executive Pritzl stated there has been limited discussion regarding this at the committee level. With final numbers available now, more discussion can occur.

HUXFORD/LAUNDRIE moved to receive and place on file.
Motion was carried unanimously.

8. Statistical Reports:

Please refer to the packet which includes this information.

9. Approval for New Non-Continuous Vendor:

Please refer to the packet which includes this information.

10. Approval for New Vendor Contract:

Please refer to the packet which includes this information.

ANDREWS/HYLAND moved to receive items 8 – 10 and place on file.
Motion was carried unanimously.

11. Other Matters:

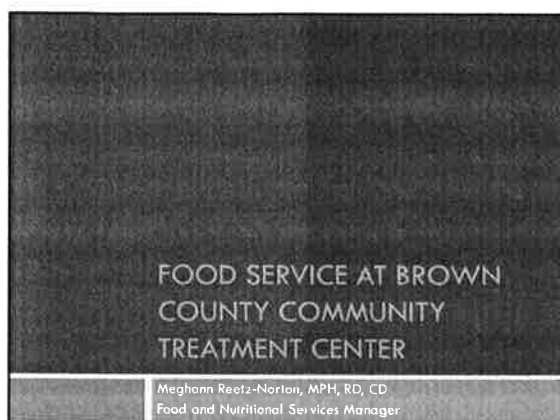
Next Meeting: Thursday, May 12, 2016
5:15 p.m. – Sophie Beaumont, Board Room A

12. Adjourn Business Meeting:

LAUNDRIE/ANDREWS moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 6:05 p.m.

Respectfully Submitted,

Kara Navin
Office Manager



About BCCTC

- ❑ 63-bed nursing home
- ❑ 16-bed acute care psychiatric hospital
- ❑ 15-bed crisis stabilization CBRF
- ❑ Average census: 70-80/day
- ❑ Number of meals served 2013: 82,519
- ❑ Number of meals served 2014: 83,829
- ❑ Number of meals served in 2015: 82,246

Clinical Nutrition

- ❑ Registered Dietitian
 - ❑ Provides consults and client review on hospital, CBRF, and SNF
 - ❑ Promotes healthy lifestyles and assists with chronic and acute disease management



Bay Shore Village Nursing Home



- ❑ Family/restaurant style dining
- ❑ Six individual household dining rooms w/kitchenettes
 - ❑ Seat 10-11 residents + guests
- ❑ Three dietary support kitchens
 - ❑ Used for doing dishes, storing foods for meals, completing paperwork, etc.
- ❑ One to two servers per meal
 - ❑ FSW dish up food for residents
 - ❑ FSW take temps
 - ❑ FSW clean-up and do dishes
 - ❑ CNA acts as "waiter" to pass meal from FSW to resident
- ❑ Culture Change

Bay Haven CBRF

- ❑ Buffet/restaurant style dining
- ❑ One community dining room
- ❑ One kitchenette for floor stock (snacks, meal replacements), dishes, etc.
- ❑ CNA's record meal temps
- ❑ CNA's guide cart to and from unit
- ❑ CNA's bring back dirty dishes to be cleaned in main kitchen



Nicolet Psychiatric Hospital



- ❑ Tray dining
- ❑ Hospital staff send slips with number of clients and diets to kitchen for count
- ❑ FSW and cook complete tray line and load cart
 - ❑ Includes take temps, serving foods, etc.
- ❑ Trays put together in main kitchen
- ❑ CNA retrieves cart from main kitchen
- ❑ CNA passes trays to clients
- ❑ CNA collects trays when clients finish
- ❑ CNA return cart, trays, and dirty dishes to main kitchen to be cleaned.

What Influences the Foods/Non-Foods Purchased?

- Clients
- Price
- Clients
- Quality
- Clients
- Food specification
- Did I mention clients?

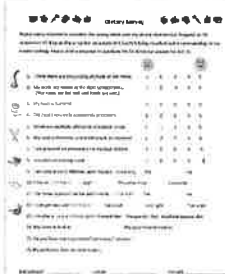


Food and Nutrition Laws

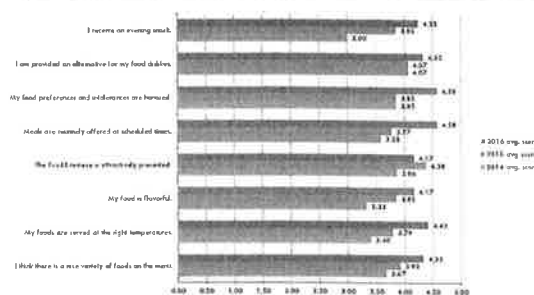
- Federal Food Code
- State Food Code
 - DHS 196
- CMS guidelines
 - State Operations Manual
 - 42 CFR 483.25, 483.35
 - Appendix PP, 483.35
- DHS license specific guidelines
 - Chapters 83, 124, and 132



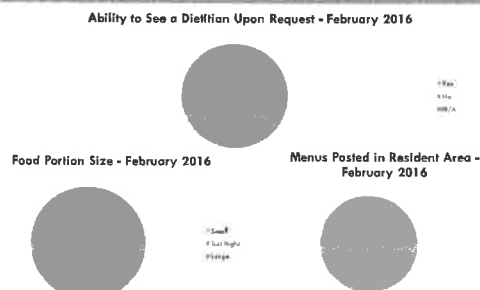
Client Satisfaction – Nursing Home



Client Satisfaction – Nursing Home

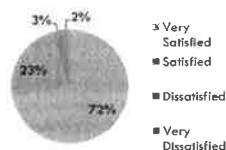


Client Satisfaction – Nursing Home



Client Satisfaction - Hospital

My nutritional and hydration needs were met.



Client comments:

- "More groups on coping relaxation techniques. Meals could be improved-not expected 5 star." (May/15)
- "Need a cafeteria, or more options on the food. Everyone was nice, everything was clean and comfortable. Just need more better food." (August/15)
- "Give fresh veggies and popcorn!" (September/15)
- "Meals were not appropriate for adult diet. Staff was friendly and helpful and compassionate. The amount of time was just right gave me time to get my head on straight but not too long. Overall great facility." (February/16)
- "You need to have softer seats and hotter showers. Bigger book selections and better drinks since you won't allow caffeine." (March/16)

2016 Food and Nutrition Services QAPI SMART Goals

- ❑ Cleaning duties will be completed by all staff according to assigned cleaning duty sheets.
 - ❑ 2015 average compliance: 60%
 - ❑ 2016 goal: 95% or greater
 - ❑ 2016 YTD: 89.3%
- ❑ Dish machine temperatures will be recorded at breakfast, lunch, and dinner each day for all dish machines utilized in the facility.
 - ❑ 2015 average compliance: 94%
 - ❑ 2016 goal: 95% or greater
 - ❑ 2016 YTD: 94.4%

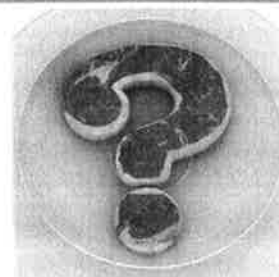
2016 Food and Nutrition Services QAPI Projects

- ❑ Goal: To have an improved screening and referral process for clinical nutrition services for clients on NPC.
 - ❑ Would like to utilize the St. Andrew's Healthcare Nutrition Screening Instrument which is developed for use with psychiatric populations
- ❑ Goal: To have written recipes with nutritional analysis for all normal, therapeutic, and texture altered menu item offered by the facility.
 - ❑ Worked with Molly H. to complete contract for MenuMatrix for recipe development and nutrition analysis.
 - Temporary solution
 - ❑ Concurrently working to implement the nutrition modules of PCC for tray card
 - Monitoring PCC's goal of offering additional nutrition modules

Other Projects

- ❑ Implementing cloud based temperature monitoring system for refrigerator and freezers
- ❑ New partnership with ADRC for clinical nutrition services by HS registered dietitian
- ❑ Continue to provide nutrition group on NPC twice per week

Questions?





Community Programs

Through 12/31/15
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 201 - CP									
REVENUE									
Property taxes	15,060,752.00	.00	15,060,752.00	1,255,062.63	.00	15,060,752.00	.00	100	15,246,722.00
Intergov Revenue	43,793,652.00	18,305,418.00	62,099,070.00	3,714,987.15	.00	60,030,103.57	2,068,966.43	97	80,816,383.38
Public Charges	1,960,068.00	.00	1,960,068.00	69,601.16	.00	1,836,581.07	123,486.93	94	2,083,562.35
Miscellaneous Revenue	19,400.00	.00	19,400.00	114,797.36	.00	187,506.95	(168,106.95)	967	43,747.97
Other Financing Sources	30,700.00	144,106.00	174,806.00	147,226.30	.00	175,364.30	(558.30)	100	53,090.04
REVENUE TOTALS	\$60,864,572.00	\$18,449,524.00	\$79,314,096.00	\$5,301,674.60	\$0.00	\$77,290,307.89	\$2,023,788.11	97%	\$98,243,505.74
EXPENSE									
Personnel Costs	18,252,054.00	1,474,012.00	19,726,066.00	2,127,162.92	.00	19,566,253.08	159,812.92	99	20,478,657.25
Operating Expenses	44,450,998.00	16,967,511.00	61,418,509.00	4,529,222.51	.00	60,753,140.01	665,368.99	99	79,971,085.70
Outlay	69,507.00	8,000.00	77,507.00	35,421.00	.00	48,448.90	29,058.10	63	20,000.00
EXPENSE TOTALS	\$62,772,559.00	\$18,449,523.00	\$81,222,082.00	\$6,691,806.43	\$0.00	\$80,367,841.99	\$854,240.01	99%	\$100,469,742.95
Fund 201 - CP Totals									
REVENUE TOTALS	60,864,572.00	18,449,524.00	79,314,096.00	5,301,674.60	.00	77,290,307.89	2,023,788.11	97	98,243,505.74
EXPENSE TOTALS	62,772,559.00	18,449,523.00	81,222,082.00	6,691,806.43	.00	80,367,841.99	854,240.01	99	100,469,742.95
Fund 201 - CP Totals	(\$1,907,987.00)	\$1.00	(\$1,907,986.00)	(\$1,390,131.83)	\$0.00	(\$3,077,534.10)	\$1,169,548.10		(\$2,226,237.21)
Grand Totals									
REVENUE TOTALS	60,864,572.00	18,449,524.00	79,314,096.00	5,301,674.60	.00	77,290,307.89	2,023,788.11	97	98,243,505.74
EXPENSE TOTALS	62,772,559.00	18,449,523.00	81,222,082.00	6,691,806.43	.00	80,367,841.99	854,240.01	99	100,469,742.95
Grand Totals	(\$1,907,987.00)	\$1.00	(\$1,907,986.00)	(\$1,390,131.83)	\$0.00	(\$3,077,534.10)	\$1,169,548.10		(\$2,226,237.21)



CTC Operating Results

Through 12/31/15
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 630 - CTC									
REVENUE									
Property taxes	2,578,283.00	.00	2,578,283.00	214,856.88	.00	2,578,283.00	.00	100	2,597,267.00
Intergov Revenue	3,893,727.00	.00	3,893,727.00	191,106.06	.00	3,539,208.07	354,518.93	91	4,131,030.13
Public Charges	4,914,426.00	.00	4,914,426.00	461,059.61	.00	2,972,805.81	1,941,620.19	60	3,984,123.24
Miscellaneous Revenue	1,534,626.00	.00	1,534,626.00	117,513.83	.00	1,456,406.04	78,219.96	95	1,631,241.47
Other Financing Sources	.00	92,333.00	92,333.00	85,537.23	.00	110,336.23	(18,003.23)	119	929,046.43
REVENUE TOTALS	\$12,921,062.00	\$92,333.00	\$13,013,395.00	\$1,070,073.61	\$0.00	\$10,657,039.15	\$2,356,355.85	82%	\$13,272,708.27
EXPENSE									
Personnel Costs	9,427,173.00	92,333.00	9,519,506.00	1,107,701.16	.00	9,353,076.79	166,429.21	98	9,525,447.35
Operating Expenses	4,290,189.00	.00	4,290,189.00	425,658.03	.00	4,342,743.69	(52,554.69)	101	4,437,378.07
Outlay	.00	.00	.00	.00	.00	633.67	(633.67)	+++	.39
EXPENSE TOTALS	\$13,717,362.00	\$92,333.00	\$13,809,695.00	\$1,533,359.19	\$0.00	\$13,696,454.15	\$113,240.85	99%	\$13,962,825.81
Fund 630 - CTC Totals									
REVENUE TOTALS	12,921,062.00	92,333.00	13,013,395.00	1,070,073.61	.00	10,657,039.15	2,356,355.85	82	13,272,708.27
EXPENSE TOTALS	13,717,362.00	92,333.00	13,809,695.00	1,533,359.19	.00	13,696,454.15	113,240.85	99	13,962,825.81
Fund 630 - CTC Totals	(\$796,300.00)	\$0.00	(\$796,300.00)	(\$463,285.58)	\$0.00	(\$3,039,415.00)	\$2,243,115.00		(\$690,117.54)
Grand Totals									
REVENUE TOTALS	12,921,062.00	92,333.00	13,013,395.00	1,070,073.61	.00	10,657,039.15	2,356,355.85	82	13,272,708.27
EXPENSE TOTALS	13,717,362.00	92,333.00	13,809,695.00	1,533,359.19	.00	13,696,454.15	113,240.85	99	13,962,825.81
Grand Totals	(\$796,300.00)	\$0.00	(\$796,300.00)	(\$463,285.58)	\$0.00	(\$3,039,415.00)	\$2,243,115.00		(\$690,117.54)

Northeast Wisconsin Technical College District

Board of Trustees Meeting
Minutes

Wednesday, March 16, 2016

12:05 p.m.

NWTC-Green Bay Campus – Board Room
2740 West Mason Street, Green Bay, WI 54303

The Board Chairperson called the March 16, 2016 NWTC Board of Trustees meeting to order and requested that roll call be taken. The Chair read the NWTC Mission Statement.

Present: Laurie Davidson, Phyllis Habeck, Carla Hedtke, Dave Mayer, Jeff Rickaby, Kim Schanock, Gerald Worrick

Excused: Cathy Dworak, Ben Villarruel

Also Present: Mary Jo Tilot, Jeff Rafn, Lori Suddick, Michelle Langenfeld, Karen Smits, Sandy Ryczkowski, Linda Hartford, Bob Mathews, Vickie Lock, Mohammed Bey, Cale Pulczynski, Chris Dahlke, John Grant, Anne Kamps, Robert Willmann, Lisa Francour, Gina Van Egeren, Clark Wagner, Heidi Thomas, Mark Weber

Executive Session

Laurie Davidson moved that the Board go into Executive Session in accordance with State Statute 19.85(1)(c) (e) for the purpose of discussing the following items: 1) Issuance of Preliminary notices of non-renewal; 2) Negotiating the Potential Purchase of Properties.

Motion seconded by Dave Mayer.

Motion carried, with all voting “Aye” on roll call.

At this time (12:35 p.m.), Laurie Davidson moved that the Board adjourn the Executive Session to allow for the Early College Presentation by Lori Suddick and Michelle Langenfeld.

Motion seconded by Dave Mayer.

Motion carried, with all voting “Aye” on roll call.

Policy Discussion: Early Colleges and Credit for Prior Learning

President Rafn, Lori Suddick, and Michelle Langenfeld, Green Bay Area School Superintendent, provided information for discussion purposes with the Board on Early College and Credit for Prior Learning for K12 students.

- Some of the barriers are the English language, communication skills to include writing and reading.
- Goals are to reduce those students needing developmental education before entering a college program, increasing access and opportunities so that high school students can get 15 dual credits while in high

school, provide the resources, support and services so that they can transition to the College, and provide sufficient financial aid counseling and support to HS students to eliminate financial barriers.

- We can become a College Culture and that mind shift has to be made to make this program successful. Parents need to get involved very early and early enough to ask information and assistance regarding the programming.
- This is about a five-year undertaking to fruition. Both Brooke Holbrook and Marlene Gauthier from NWTC are working with Green Bay Schools and UWGB on the implementation of this program, the strategic planning that has to be completed, and the start of programming.

Guests

Open Forum, Introduction of Guests, and Acknowledgements

The Chairperson asked for the introduction of any guests present at this time and invited public comment. No one came forward at this time.

Reports

Student Senate Update

Bob Willmann, Student Senate President, reported the following:

- Student Senate announced to the student general session the proposal for a .3% increase to the current student activities fees presently set at 5%. Student Senate has also been spending most of their meetings since the last Board meeting working on their budget.

Action Items (Roll Call Vote)

Bills

Bills Covering the Period of February 1-29, 2016 \$2,335,037.28

Detailed copies of the current disbursements for fiscal year 2016 for the month of February were forwarded to the Board Treasurer for review and recommendation to the Board for payment. Additional listings of the bills were available in the District Office for review by any interested person.

Laurie Davidson moved that Board approval be given for the February 2016 bills as presented.

Motion seconded by Jeff Rickaby.

Motion carried, with all voting "Aye" on roll call.

Purchase of Financial Auditing Services

NWTC procurement policy specifies contracts for financial auditing services come to the District Board for approval. NWTC's current contract for auditing services expires 5/10/2016. Cooperative purchasing statutes allow NWTC to utilize (i.e.: "piggyback") another agency's contract for auditing services if such contract was awarded using a competitive RFP process. Waukesha County Technical College (WCTC) has awarded such contract for auditing services with several other WTCS districts "piggybacking" the contract for cost savings attained through larger combined volumes. NWTC will save \$2,700.00 this year by utilizing this contract compared to last year's spend.

Laurie Davidson moved that the Board approve the district to contract its financial auditing services using the WCTC contract awarded to Schenck SC for a term not to exceed five years for a cost of \$156,500 (total five year cost).

Motion seconded by Jeff Rickaby.

Motion carried, with all voting "Aye" on roll call.

2015 Referendum – Student Success Center Renovation

Northeast Wisconsin Technical College (NWTC) recently received referendum approval for the purpose of paying the cost of capital expenditures for projects which are included in the NWTC Master Facilities Plan. State Statutes require that the NWTC District Board of Trustees obtain approval from the Wisconsin Technical College System (WTCS) Board for facilities projects. To obtain approval, the NWTC District Board of Trustees is required to submit two (2) resolutions. The first resolution is to proceed with conceptual review for which is seeking approval for the planning and development of the project. This step is complete as of the Wisconsin Technical College System (WTCS) Board May 2015 meeting. The second resolution (requested resolution at this time) requests approval for the construction of each individual project requiring approval.

Staff requests that the NWTC District Board of Trustees authorize NWTC staff to submit final review documents to the Wisconsin Technical College System (WTCS) Board for the Student Success Center Renovation at the NWTC Green Bay Campus.

Resolution Approving the Project:

"BE IT RESOLVED, that the Northeast Wisconsin Technical College Board approves the development of the project, the Student Success Center Renovation, at the Green Bay Campus of Northeast Wisconsin Technical College."

Resolution Requesting State Board Approval of the Project:

"BE IT RESOLVED, that the Northeast Wisconsin Technical College Board requests approval by the WTCS Board for the project the Student Success Center Renovation, at the Green Bay Campus of Northeast Wisconsin Technical College."

Dave Mayer moved that the Board approve the resolution approving the project and the resolution requesting State Board approval of the project for the Student Success Center Renovation at the Green Bay Campus.

Motion seconded by Jeff Rickaby.

- Cael Pulczynski reviewed the schematic design for the Student Success Center Renovation to be completed at the Green Bay Campus.

Motion carried, with all voting "Aye" on roll call.

Consent Items (Voice Vote)

Minutes

The minutes of the February 17, 2016 Board meetings were sent to Board members prior to the March Board meeting. It was recommended that Board approval be given for the February 17, 2016 Board meeting minutes as presented.

Fire Science Technical Diploma Proposal

The Fire Science technical diploma will train basic fire behavior techniques used to control structural and related fire emergencies and life safety practices. This program will provide an overview to fire protection; career opportunities in fire protection and related fields; philosophy and history of fire protection/service, fire loss analysis; organization and function of public and private fire protection services; fire departments as a part of local government; laws and regulations affecting the fire service; and fire service nomenclature. This program is expected to begin in fall 2016.

It was recommended that the Board approve the Fire Science technical diploma proposal and authorize its submission to the WTCS State Board for approval.

Center for Business & Industry (Contracts for Service)

Under the provisions of State Statutes 38.14 (3) and State Administrative Code WTCS 8, the District Board may enter into contracts to provide instructional or non-instructional services to public institutions, local governmental bodies, private institutions, industries, and businesses. District Board policy E240 delegates the authority to initiate a contract to the President, with the proviso that the contract is subject to retroactive approval by the Board. A report of fiscal year 2016 contracts pending Board approval was attached as Board Exhibit 1.

This report includes not only the in-district contracts but also the out-of-district and the out-of-state contracts. State Board Contract for Service Policy requires that the District Board receive a report at least quarterly on contracts entered into for which less than full cost is being charged. We have elected to provide the Board with this report on a monthly basis. This report uses a state formula in which the state annually calculates a percentage for indirect expenses (34.68% for on-campus and 27.88% for off-campus) such as administration, facilities, utilities, information systems, registration, counselors, insurance, etc., associated with a contract to determine full costs. The hourly rate of \$167.00 per hour along with the ability to project price was recommended by the department and approved by the Board. The intent is to recover the direct and indirect costs of delivering the services. Copies of the contracts were available for review by any interested person.

It was recommended that the Board approve the contracts for services identified in Board Exhibit 1.

Dave Mayer moved that the consent agenda items be approved as presented: the minutes of the February 17, 2016 Board meeting; the approval of the Fire Science technical diploma proposal and authorization to submit to the WTCS State Board for approval; and, the contract for services identified in Board Exhibit 1.

Motion seconded by Jeff Rickaby.

Motion carried, with all voting "Aye" on voice vote.

Reports

Board EduByte –Career Pathways

Heidi Thomas, Learning Division Project Manager, and Kayla Johnson, Career Pathways Coordinator, provided information on the Pathways Framework

- Do not know background on students coming into the College, due in part to FERPA privacy issues.
- Shared federal funding priorities for the state of Wisconsin Technical College System.

President's Report

Enrollment Activity –

- Enrollments are still holding at a -5%.
- Legislative Issues (state & federal) – None to report

Current Events –

- Pamela Phillips, VP for Student Services, will be retiring effective March 30, 2016.
- The President received and accepted the National Pacesetter Award from NCMPR yesterday in St. Louis.
- College is one of four finalists for the AACC Award of Excellence for Student Success with the winner being announced at the AACC Conference to be held in Chicago in April.
- May 7 there is a planned “Community Day” in Liberty Grove in an effort to receive information as to what the community would like to see the College provide if a center was placed in that community.
- Legislative Luncheon will be held Monday, March 21, 2016 in the Executive Dining Room on the Green Bay Campus.

Dave Mayer left the meeting at this time (2:37 p.m.).

- Passed letter from Morna Foy on behalf of the WTCS and 16 Colleges expressing concern about the potential negative impact of risk-sharing proposals on public, non-profit colleges such as the technical colleges.
- Governor Walker signed into law an agreement which allows states to have reciprocity agreements for distance learning; right now 32 of the 50 states participate.
- Karen Smits reviewed other proposed and signed bills that will affect the technical colleges.
- Mohammed Bey presented briefly on the iRespect Campaign being held at the College.

Referendum Update

This report was deferred to the April Board meeting.

Other Business & Adjournment

Other Business

Board members and administration will have an opportunity to identify items that weren't identified prior to the preparation of the agenda for referral to administration or placed on a future board agenda.

- The Board Chair indicated that Carla Hedtke was going to run for a second term as Vice-President of the WTCS District Boards Association. Chairman Worrick will sign the support nomination form for Trustee Hedtke.

April Board Meeting

The April 13, 2016 Board meeting will be held at the NWTC-Marquette Campus. The presentation will include:
1) Capital & Operational Budgets.

Carla Hedtke moved that the Board return to Executive Session at this time (3:04 p.m.).

Motion seconded by Laurie Davidson.

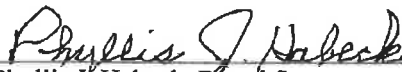
Motion carried, with all voting "Aye" on roll call.

Adjournment

Jeff Rickaby moved that the Board return to the regular order of business and adjourn the March 16, 2016 Board meeting (3:37 p.m.).

Motion seconded by Laurie Davidson.

Motion carried, with all voting "Aye" on roll call.



Phyllis J. Habeck, Board Secretary

4-13-16

Date

NEVILLE PUBLIC MUSEUM
OF BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS
NEVILLEPUBLICMUSEUM.ORG

PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, April 11, 2016 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Bernie Erickson, Tom Sieber, Erik Hoyer, Kramer Rock, and Sandy Juno
ALSO PRESENT: Kasha Huntowski, Lisa Zimmerman and Beth Lemke

CALL MEETING TO ORDER

1. Vice Chairman Erickson called the meeting to order at 4:30PM.
2. APPROVE/MODIFY AGNEDA

Motion made by Erik Hoyer and seconded by Tom Sieber to approve the agenda.
Vote taken. MOTION APPROVED UNANIMOUSLY.

3. *Edge of the Inland Sea* Visitor Experience Survey
Museum Director Lemke was happy to report that the review panel had a consensus decision on the vendor for Visitor Experience and Architectural Exhibition Master Plan. At the time of the meeting the fully executed contract did not have all of the signatures necessary to make the vendor public. Museum Director Lemke assured the board that she would share once the contract was fully approved. Work will commence at the beginning of May and a final report will be in hand by October 31, 2016. This exhibition master plan will support the Museum's Strategic Purpose of Bridging Communities and Connecting Generations.

Museum Director Lemke also informed the board that the survey they were going to participate in allowed for the continuation to gather stakeholder data for the vendor. The board then commenced in *The Edge of the Inland Sea* Visitor Experience Survey. Sheets were collected by Museum Director Lemke and data will be analyzed once the Neville Public Museum Foundation Board, Neville Public Museum staff and volunteers complete the survey.

Additionally, Museum Director Lemke mentioned two important dates to consider attending:
Wednesday, 4/13/16 Exhibit Reception – Life and Death at Fort Howard 6:00 – 8:00 p.m.
Thursday, 5/5/16 Press Conference for the new Mammoth Sculpture on the grounds – 11:00a.m.

Discussion ensued; staff was commended on the process and encouraged to continue capturing data to share with the board, full support of the project was noted.

2016 Governing Board Meeting Dates

Monday, May 16, 2016 *note date change per Chair Kuehn's request*

Monday, June 13, 2016

Monday, July 11, 2016

Monday, August 8, 2016
Monday, September 12, 2016
Monday, October 10, 2016
Monday, November 14, 2016
Monday, December 12, 2016

4. Such other matters as authorized by law:
Next meeting of the Neville Public Museum Governing Board will be **Monday, May 16, 2016 at 4:30pm.**
5. Adjournment. Motion to adjourn made at 5:30PM by Tom Sieber and seconded by Kramer Rock.
Vote taken. MOTION APPROVED UNANIMOUSLY